

October 22, 2002

Mary Cottrell
Mass. DTE
1 South Station
Boston, MA 02210

Dear Ms. Cottrell;

As the facilitator for the DG Collaborative initiated by the Department in (D.T.E. 02-38), we will be sending brief updates on the process every other week. The utilities have agreed to this arrangement.

We are still in the process of convening the process. Attached is a letter we sent to all the parties that filed comments in the DTE's proceeding, as well as other interested parties that contacted us directly. The letter lays out our vision for the process.

In response to the letter, interested parties are organizing into 5 cluster groups 1) DG industry; 2) utilities; 3) government and quasi-government agencies; 4) customers; and 5) public interest groups. We plan to hold 5, full-day meetings: November 4, 12, and 20 and December 6 and 13, and expect that we may form at least two working groups.

We will keep you posted regarding our progress.

Sincerely,

Jonathan Raab
Raab Associates, Ltd.

Letter Sent by Raab Associates, Ltd. To All Interested DG Parties

As I am sure you are aware, on October 3, 2002 the Massachusetts DTE issued Order 02-38-A, "Investigation by the Department of Telecommunications and Energy on its own Motion into Distributed Generation" (click [here](#) for the DTE's Order). In it, the DTE directs the distribution utilities to commence a collaborative process with other interested parties. The goal of the collaborative process is to propose, for Department approval, interconnection standards, policies, and procedures that would be uniformly applicable to all Distribution Companies, no later than December 16, 2002. This Collaborative will not be undertaking other DG issues discussed in the docket such back-up rates and DG ownership by distribution companies.

The Department has also accepted the Massachusetts Technology Collaborative's offer to provide facilitation services. Raab Associates, Ltd. has been retained by the MTC for the purposes of providing facilitation and mediation services to the Massachusetts DG Collaborative.

Right now we are planning to hold five all-day meetings between now and December 16th to explore and reach as much agreement as possible on the interconnection issues delineated on page 6 of the DTE's order. The proposed schedule is November 4, 12, and 20, and December 6 and 13 (locations still to be determined).

We recognize that the DTE has set an aggressive schedule, and we will do the best we can to resolve as many of the interconnection issues as possible by the December 16 deadline. In order to help accomplish that, we anticipate running two concurrent facilitated break-out sessions on most of those days – one focusing on the technical interconnection standards, and the other focusing on interconnection process and procedural issues.

Our goal is to have every interested party feel that they have access to the process both to provide input and to stay on top of the discussions and deliberations. At the same time, as those among you who have participated in similar collaboratives know, it is quite difficult to cover the territory we are being directed to cover in only 2.5 months with potentially over 50 or more different stakeholders sitting directly at the negotiating table. As such, we feel strongly that a representative structure among stakeholders is needed. Therefore, we are asking all stakeholders to organize themselves within interest clusters and pick representatives they feel comfortable with to attend all of the meetings and represent their interests at the collaborative. We have identified five broad categories of interest clusters that we propose using for the collaborative: 1) DG providers, 2) electric utilities, 3) customers, 4) government and quasi-government agencies, and 5) public interest groups.)

To create a representation structure for each interest cluster, you will obviously need to communicate quickly about who the representatives for your cluster or interest group should be. You will also need to identify ways to communicate with each other before and after meetings, so that all 50 or more stakeholders are kept up to date about

developments and can be prepared to sign off on any eventual recommendations and agreements.

There are several ways that we are proposing to facilitate this representative approach:

- 1) We will prepare a meeting summary after each meeting so all interested parties can read it and be informed.
- 2) Those at the table may identify an alternate either from their organization or from another organization in their cluster to take their seat when they are unable to do so.
- 3) We will have a website that will contain all the agendas, meeting summaries, and working documents so that everyone has access to the same material in real-time.
- 4) We can set up a password protected threaded discussion environment for any cluster that so desires to facilitate discussion among members of your cluster.
- 5) Although we will be striving for consensus on all issues, where we don't reach it, we will be including both or multiple perspectives in the report along with the names of organizations that support each position. We propose that the names on any non-consensus issues include all interested stakeholders (and not just those sitting at the table itself).
- 6) As the DTE has made clear, it will provide an opportunity for all interested stakeholders to comment on the report. So this will give everyone a second shot at supporting their favorite alternative where the Group wasn't able to reach consensus.

We are also attaching the contact list that includes all parties that filed comments in response to the DTE's DG Notice of Inquiry, plus several others who have contacted us and expressed interest in participating in the Collaborative. We are also attaching our shot at consolidating the stakeholders into broad interest groups. On that attachment, we have also suggested what we believe, at first blush, to be a reasonable number of representatives in each cluster in pursuit of striking the difficult balance between comprehensiveness and manageability.

We need each cluster to get back to us no later than next Monday, October 21, with its designated representatives and alternates, if any. The numbers we are showing in the attachment represent the number of seats we propose to put around the stakeholder table for each cluster. With respect to the two concurrent working groups, we would prefer that the representatives from a particular cluster group organize themselves into the two groups (So if we have 26 stakeholders around the table, 13 go to the discussions on standards and 13 go to the discussion on procedures, with both groups bringing their deliverables back to the full group for the plenary discussion and sign-off). However, we realize that selecting a single working group may not be practical for some clusters; in this case if a cluster wants to use its alternates to help cover both working groups, that will also be permissible (alternates can be from the same organization or from other organizations within your cluster).

Again, I want to reemphasize our goal to have everyone feel that they are engaged in the process, without creating a process with an unmanageable number of members, and thereby impeding progress.

We will send the location, agenda, the stakeholder list and any background material to the stakeholders and other interested parties about a week prior to the first meeting. We will be in touch sooner, if we need to further process additional issues related to membership next week. We look forward to working with you on this exciting Collaborative. If you are not familiar with our work or credentials, please check our website at www.raabassociates.org.

Jonathan Raab
Raab Associates, Ltd.